

# Project Leaders Course (WSFR)

**Type:** Instructor-led classroom training

\* If you would like to consider an online version of this course click this link: [Online Project Leaders Course](#)

**Duration:** 12 hours

**Description:**

This course is an instructor led classroom training opportunity offered at the regional level for multiple states within each Wildlife and Sport Fish Restoration (WSFR) region. The instructor led classroom course provides a basic overview of grant requirements and processes for WSFR grant project leaders (state agency staff) with emphasis on the knowledge and use of the Service guidance, regulations, rules and supplemental documents in writing grant proposals, project statements, and annual performance reports. The course also covers practical issues relating to budgeting, compliance issues, inventory control, outreach and interaction with state and federal grant managers. Course is conducted at locations selected by each WSFR regional office.

**Who should take this course:**

Persons responsible for planning, implementing, reporting and/or overseeing agency projects/activities receiving WSFR Program's grant funding.

**Objectives:**

- Understand and apply general and specific grant program related guidance.
- Describe the basic administrative and fiscal processes of WSFR Program's grants management.
- Describe the roles and responsibilities of the federal and state partners.
- Identify state and federal compliance issues related to WSFR Program's grants.
- Write project statements, grant narratives and reports.

**Availability:**

Offered annually in most WSFR Regions. Training dates for 2017:

Region/Location	Start date	End Date
R-3 Lansing, Michigan	02/07/17	02/08/17
R-6 Salt Lake City, UT	02/28/17	03/01/17
R-5 Hadley, MA	03/13/17	03/14/17
R-5 Hadley, MA	03/15/17	03/16/17
R-1 Spokane, WA	04/25/17	04/26/17

**Enroll/Register:**

[Region 3 Project Leaders Course \(February 7 - 8, 2017\)](#)

[Region 6 Project Leaders Course \(February 28 - March 1\)](#)

[Region 5 Project Leaders Course \(March 13 - 14, 2017\)](#)

[Region 5 Project Leaders Course \(March 15 - 16, 2017\)](#)

[Region 1 Project Leaders Course \(April 25 - 26, 2017\)](#)

**Questions:**

Contact [WSFR Training Branch](#) at 304-876-7927